



## NORTH CAROLINA NATIONAL GUARD AGR VACANCY ANNOUNCEMENT



**POSITION AND DUTY MOS:**  
Recruiting and Retention NCO

**RANK/GRADE:**  
**SFC/E7**  
**(Minimum: SPC/E4**  
**with WLC)**

☒

**NATIONWIDE**

☐

**NCARNG  
SOLDIERS ONLY**

**ANNOUNCEMENT #:**  
AGR-FTM 2014-25

**UNIT, LOCATION, POC:**  
NCARNG REC & RET BN  
(Various Duty Locations Statewide)  
POC: SFC Derek Young (919) 664-6675  
[derek.l.young2.mil@mail.mil](mailto:derek.l.young2.mil@mail.mil)

**OPENS:**  
1 January 2014

**CLOSES:**  
30 June 2014

**POSITION DESCRIPTION:** Responsible for recruiting qualified personnel for the NCARNG to meet monthly accession goals as established by OTAGNC. Interviews and counsels prospective enlistees concerning personal aptitudes, training opportunities, basic combat training, and military life. Explains Guard benefits, including critical skills, educational assistance, selected reserve incentives, promotions and career progression. Administers and scores pre-screening applicants, and with Military Entrance Processing Station (MEPS) Guidance Counselors for applicants' physical exam. Assists in administration and guidance counselors to establish and utilize a viable high school recruiting plan. Counsels disqualified applicants. Maintains lead refinement list. Is actively involved in TAG's and unit's Retention Programs by providing assistance and guidance in all areas relating to strength maintenance. Establishes and maintains liaison with commanders and staff on all elements affecting unit strength climate. Maintains high standards of physical fitness and appearance and portrays a soldierly appearance at all times. Participates with unit during IDT and AT periods.

**QUALIFICATION REQUIREMENTS:** Must be qualified in or meet prerequisites for MOS **79T** in accordance with DA Pam 611-21-- has a minimum score of 110 in aptitude area of GT waivable to 100 in GT and 96 in ST. Waiverable ASVAB scores must be no older than five years from the date that the RRNCO course begins. Any Soldier that does not meet this requirement must retest prior to applying for this position. If not MOS qualified, must qualify within four months of assignment or be reassigned or released from AGR tour. **Must be eligible for interim secret clearance within 60 days of assignment and attain full secret security clearance within 18 months.** Must meet retention medical/physical standards of Chapter 3, AR 40-501. Must have sufficient remaining service obligation to complete initial three-year AGR tour. Must not have served more than 15 years of Active Federal Service (AFS). Must be able to complete all military education requirements as determined by JFHQ-NC/NGB. Must meet other entrance requirements of AR 135-18. Note: Most soldiers previously involuntarily separated from active duty or reserve status are not eligible for entry on AGR duty.

**ADDITIONAL INFORMATION:** This vacancy announcement will run until **31 December 2013**. Applications may be submitted at any time during the period of the announcement. Each applicant is limited to submitting one packet during the announcement period. Applications will be screened by HRO-AGR for eligibility. Applications with documents that expire after the initial screening but during the period of announcement will remain eligible for the entire period of the announcement plus 30 days pending board action. During the board proceedings, each applicant will be advised of the notification process following the board and the three categories in which they may fall within at the board conclusion. They are: 1) Selected for position, 2) Not selected for position but will be maintained for consideration by the next hiring board within the specific announcement period, and 3) Not selected for position and may reapply during the next announcement period. Any applicant selected for a position whose documentation (ie. PHA, APFT, 5500) has expired during the announcement period/board process will be provided 30 days from notification to update expired documents. In the event the selected Soldier does not produce the updated documents within the required 30 days, the Soldier will be notified that he/she does not meet the entrance requirements into the AGR program and the unit will be allowed to hire the alternate selection for the position. No orders will be published until Soldier meets all entrance requirements. Board President will notify each applicant of the board's findings upon board approval by HRO-AGR. Each applicant will be told which category (listed above) they fall into upon notification by the board President/POC.

**PLEASE READ DISCLAIMER:** You, the applicant, are responsible for the completion and turn-in of your application, all contents, and attachments. Incomplete applications will be considered “**Not Qualified**” because of lack of information. HRO is not responsible for incomplete packets; however, applicants with incomplete packets will be notified by **email only** within 30 days of closing date of announcement with a suspense date. Applications and associated documents will not be returned nor considered for future vacancy announcements. Do not submit original documents. **MAIL APPLICATIONS TO:** NGNC-HRO-AGR, 1636 Gold Star Drive, Raleigh, NC 27607-3371. Applications must be received in the HRO Office or emailed to [ng.nc.ncarnng.mbx.hro-agr@mail.mil](mailto:ng.nc.ncarnng.mbx.hro-agr@mail.mil) (in one attachment) no later than 1600 hours on the closing date of the announcement. Applications must not be mailed using government-supplied envelopes or postage.

**THE NORTH CAROLINA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER**

Eligible applicants will be considered without regard to race, sex, religion, national origin, or political affiliation. Due to restrictions in assignment to certain units and MOSs some positions may have gender restrictions.

## AGR APPLICATION CHECKLIST

### M-DAY SOLDIERS

- \_\_\_\_\_ 1. NGB Form 34-1 Application for AGR (dated NOV 2010-previous editions are obsolete) **Include e-mail address at the top 1st page of NGB Form 34-1.**
- \_\_\_\_\_ Age: Over 18, under 55?
- \_\_\_\_\_ Current NCARNG Soldier? If not check whether announcement is nationwide.
- \_\_\_\_\_ Block IV all should be NO except for 9. If YES, provide attachment with explanation.
- \_\_\_\_\_ Signed and dated.
- \_\_\_\_\_ 2. Certified copy of ERB/ORB (with ASVAB Scores or supporting documentation)
- \_\_\_\_\_ ASVAB scores match the qualification requirements for the announcement.
- \_\_\_\_\_ If female applicant, is position open to females?
- \_\_\_\_\_ Qualified for AOC/MOS or meets DA Pam 611-21 prerequisites?
- \_\_\_\_\_ 3. Personnel Qualification Record (within 30 days)
- \_\_\_\_\_ 4. DA Form 705 reflecting latest APFT (must be current within 1 year)
- \_\_\_\_\_ Passed APFT and HT/WT IAW AR 600-9
- \_\_\_\_\_ DA Form 3349 Physical Profile (for alternate APFT).
- \_\_\_\_\_ DA Form 5500/5501 reflecting latest HT/WT (if applicable)
- \_\_\_\_\_ 5. PHA or IMR (within 15 months) or DD Form 2808 and 2807-1 (within 5 yrs).
- \_\_\_\_\_ 6. DA Form 7349-R Annual Medical Certificate – Page 1 only (must be signed within 30 days).
- \_\_\_\_\_ 7. DA Form 2166-8 NCOER / DA Form 67-8/9 OERs – last 3 copies.
- \_\_\_\_\_ If newly promoted or E4/SPC must have a letter of recommendation from Commander or Senior NCO (E7 and above.)
- \_\_\_\_\_ 8. All DD Form 214's/215's (must have blocks 23-30)
- \_\_\_\_\_ 9. NGB Form 23/23b Retirements Points History Statement (RPAM)(within 30 days)
- \_\_\_\_\_ Calculate all prior Active Federal Service \_\_\_\_\_ years, \_\_\_\_\_ months (over 15 required waiver, over 17 not considered unless MOSQ). **Officers only: Have at least 5 years before MRD?**
- \_\_\_\_\_ DA Form 1506 Statement of Service (alternate for Reserve or Active Army Soldiers)
- \_\_\_\_\_ If former AGR Soldier, at least 12 months since REFRAD?
- \_\_\_\_\_ 10. Email application to [ng.nc.ncarng.mbx.hro-agr@mail.mil](mailto:ng.nc.ncarng.mbx.hro-agr@mail.mil) (in one attachment with the FTM # in the subject line) or mail to NGNC-HRO-AGR, 1636 Gold Star Drive, Raleigh, NC 27607-3371. **\*Packets must be received NLT 1600 the day the announcement closes or it will be removed from consideration\***

**NOTE:** Packets received without certification or signatures will be considered incomplete. If you are deployed, submit a memo stating the following: you are deployed, tentative date of your redeployment and include all POC information – i.e. DSN phone numbers and all email address(es). All documents must be enclosed (photocopies only – do not send originals): NO BINDERS

## AGR APPLICATION CHECKLIST

### AGR SOLDIERS

- \_\_\_\_\_ 1. OTAGNC Form 690-101, AGR Mobility Application (Oct 2002). **Include e-mail address at the top 1st page of OTAGNC Form 690-101**
- \_\_\_\_\_ Is Soldier currently under 18 months initial tour stabilization or 12 month upward mobility stabilization?
- \_\_\_\_\_ If lateral transfer, is Soldier MOSQ for vacant position?
- \_\_\_\_\_ Signed and dated.
- \_\_\_\_\_ 2. Certified copy of ERB/ORB and/or DA Form 2-1.
- \_\_\_\_\_ ASVAB scores match the qualification requirements for the announcement.
- \_\_\_\_\_ If female applicant, is position open to females?
- \_\_\_\_\_ Qualified for AOC/MOS or meets DA Pam 611-21 prerequisites?
- \_\_\_\_\_ 3. Personnel Qualification Record.(within 30 Days)
- \_\_\_\_\_ 4. DA Form 705 reflecting last two APFTs (must be current within 6 months)
- \_\_\_\_\_ Passed APFT.
- \_\_\_\_\_ DA Form 3349 Physical Profile (for alternate APFT).
- \_\_\_\_\_ Meet HT/WT IAW AR 600-9? If not check for DA Form 5500/5501 reflecting latest HT/WT
- \_\_\_\_\_ 5. PHA or IMR (within 15 months) or DD Form 2808 and 2807-1 (within 5 yrs).
- \_\_\_\_\_ 6. DA Form 7349-R Annual Medical Certificate – Page 1 only (must be signed within 30 days).
- \_\_\_\_\_ 7. DA Form 2166-8 NCOER / DA Form 67-8/9 OERs – last 3 (covering 36 months).
- \_\_\_\_\_ If missing rated time include letter from current AGR Supervisor.
- \_\_\_\_\_ 8. Letter of Recommendation from Battalion/Brigade AO.
- \_\_\_\_\_ 9. Current AGR Orders.
- \_\_\_\_\_ 10. Email application to [ng.nc.ncarnng.mbx.hro-agr@mail.mil](mailto:ng.nc.ncarnng.mbx.hro-agr@mail.mil) (in one attachment with the FTM # in the subject line) or mail to NGNC-HRO-AGR, 1636 Gold Star Drive, Raleigh, NC 27607-3371. **\*Packets must be received NLT 1600 the day the announcement closes or it will be removed from consideration\***

**NOTE:** Packets received without certification or signatures will be considered incomplete. If you are deployed, submit a memo stating the following: you are deployed, tentative date of your redeployment and include all POC information – i.e. DSN phone numbers and all email address(es). All documents must be enclosed (photocopies only – do not send originals): NO BINDERS